

Non-Competitive Procurement Summary Memorandum

Date: March 31, 2023

Subject: Procurement Justification for Nichols Contracting, Inc. to provide temporary trailer facility hookups.

**Rationale for the Method of Procurement:** The City required emergency temporary trailer hookup services for temporary portable facilities following Hurricane Ian. The post-disaster condition of the City required expedited services to allow for emergency operations and recovery efforts to continue. Quotes were sought from three (3) vendors. Only Nichols Contracting, Inc. responded.

**Contractor Selected:** Nichols Contracting, Inc.

**Contract Type:** Purchase Order/Requisition with FEMA Clauses Appended, containing a fixed not-to-exceed (NTE).

**Explanation of Contract Price:** On December 19, 2022, at the request of the City, Nichols Contracting, Inc. entered into an agreement of \$188,569.74, subject to a stated not-to-exceed cost of \$188,579.64 to provide temporary trailer facility hookup services to provide workspace for the City of North Port Operations Division. On April 11, 2023, at the request of the City, Nichols Contracting, Inc. provided an additional quote of \$23,484.72, subject to a stated not-to-exceed cost of \$23,484.72 to provide additional IT network installation supplemental services for the temporary trailer facility hook up to provide workspace for the City of North Port Operations Division.